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14. Food Instrument Reports

All reports defined in this document are selected from the Generate Reports dialog described in State Office - [Chapter 08 - System Outputs](#)

14.1 Generate Voided Food Instruments Report Dialog

When this report is selected, the system will display the Generate Voided Food Instruments dialog to select criteria for printing the Voided Food Instruments.

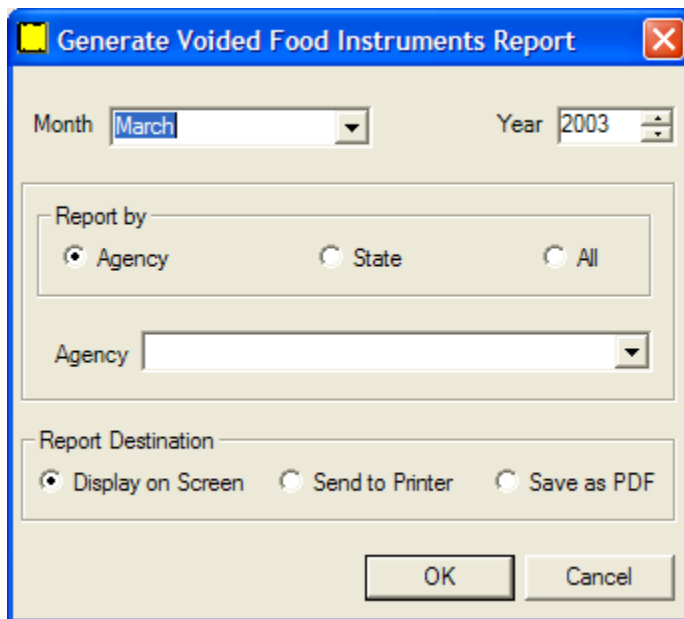


Figure 1 – Generate Voided Food Instruments Report Dialog

14.1.1 Controls

14.1.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate Voided Food Instruments Report dialog is active. It will be filled with a list of months from the ReferenceDictionary entity, displayed in calendar month order within the list. It will default to the current month of the Process_Control entity.

14.1.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Voided Food Instruments Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current year of the Process_Control entity. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

14.1.1.3 Report by Radio Button

This control allows the user to select a report break. Agency break only, State grand total only or both. The control will be enabled when the Generate Voided Food Instruments Report dialog is active. It will default to Agency.

14.1.1.4 Agency Dropdown List

This control allows the user to select a specific agency. The control will be enabled when the Generate Voided Food Instruments Report dialog is active. It will be disabled if the Report By value of All or State is selected. Characteristics for the Agency dropdown are defined in *Consistencies*.

14.1.1.5 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled and will default to Display on Screen when the Generate Voided Food Instruments Report dialog is active. If the Report by All radio button is selected, the system will default to Send to Printer.

14.1.1.6 OK Button

This control allows the user to print the report. The control will be enabled when the Generate Voided Food Instruments Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

14.1.1.7 Cancel Button

This control allows the user to exit the Generate Voided Food Instruments Report dialog. The control will be enabled when the Generate Voided Food Instruments Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

14.1.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Voided Food Instruments Report dialog.

14.1.2.1 Initializing the Interface

Upon the initial display of the dialog:

- The title bar text will be set to “Generate Voided Food Instruments Report”
- The Month will default to the current month of the Process_Control table.
- The Report by Agency radio button is initially selected.
- The Display on Screen radio button is initially selected.

14.1.2.2 Edits

Upon selection of the OK button:

- If no selection has been made in the following control
 - Month Dropdown
 - Year Masked Edit Box and Spin Control

the system will display a standard error message with the text “A selection is required in the <control label>.”

- If the Agency radio button is selected and no selection has been made in the Agency dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.”
- If the Year selected is greater than the current system year, the system will display a standard error message with the text “The Year must be less than or equal to the current year.”
- If the Send to Printer radio button is selected and a printer has not been selected for the workstation, the system will display a standard error message box with the text “No printer has been specified for this workstation.”
- If the Send to Printer radio button is selected and a printer has been selected for the workstation, the system will send the output to the selected printer. The Generate Voided Food Instruments Report dialog is dismissed and returns the user to the Generate Reports dialog.
- If the Display on Screen radio button is selected the system will dismiss the Generate Voided Food Instruments Report dialog and invoke the standard print preview window to allow the user to view the report output.
- If the Save as PDF radio button is selected the system will dismiss the Generate Voided Food Instruments Report dialog and invoke a standard windows save as dialog to allow the user to select the destination of the PDF file output.

Upon selection of the Cancel button:

- The system will dismiss the Generate Voided Food Instruments Report dialog and return the user to the Generate Reports dialog.

14.2 Voided Food Instruments (Output) FDI001

The user may generate the Voided Food Instruments report from the Generate Voided Food Instruments Report dialog. This report will also be generated as part of the month-end process.

The Voided Food Instruments is a summary count of the food instruments that were voided during the reporting period. A total is provided for each void reason.

FDI001	<STATE NAME DEPARTMENT OF HEALTH> VOIDED FOOD INSTRUMENTS MONTH OF <MARCH 2003>		RUN DATE XX/XX/XXXX RUN TIME XX:XX:XX PAGE: XXX
<AGENCY OR STATE TOTAL>			
VOID REASON		NUMBER OF VOIDED FI	
XX	XX	XXX,XXX	
XX	XX	XXX,XXX	
XX	XX	XXX,XXX	
XX	XX	XXX,XXX	
XX	XX	XXX,XXX	
TOTAL NUMBER OF FOOD INSTRUMENTS VOIDED:		XXX,XXX	
*** END OF LISTING ***			

14.2.1.1 Data Elements

14.2.1.1.1 Month of

14.2.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the Current_Month_End_Dt attribute of the Process_Control entity.

14.2.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

14.2.1.1.2 Agency / State Total

14.2.1.1.2.1 Origin of Data Element

The selection criteria and information being reported determine this value.

- When reporting agency data, the agency code and description will be printed.
- When reporting state data, the text description of “State Total” will be printed.

14.2.1.1.2.2 Format

This is a fifty-character text attribute. The format is determined by the information being reported.

14.2.1.1.3 Void Reason

14.2.1.1.3.1 Origin of Data Element

The code value comes from the Void_Reason attribute of the Food_Instrument entity. The description value comes from the Description attribute of the ReferenceDictionary entity for the associated Void_Reason code.

14.2.1.1.3.2 Format

This code is a one-character value and the description is a fifty-character value.

14.2.1.1.4 Number of Voided FI

14.2.1.1.4.1 Origin of Data Element

This value is the count of selected food instruments for the reported month.

14.2.1.1.4.2 Format

This value is a six-digit number.

14.2.1.2 Filter Criteria

14.2.1.2.1 Base of Data

All WIC food instruments with a void date within the reported month are included in the report totals. Food instruments must meet the following selection criteria.

- Voided_Date attribute of the Food_Instrument entity is within the reported month
- Program_Code attribute of the Food_Instrument entity equals the WIC value

14.2.1.2.2 Agency, State, All

If an individual agency is selected, summary data for that agency will be included. If all agencies are selected, summary data for all agencies will be included. If the state is selected, summary data for the state level will be included. If all is selected, data for all agencies and state will be selected in the following sequence.

- Agency 01 summary
- Agency 02 summary
- State summary

14.2.1.3 Sort Order

14.2.1.3.1 Agency / State Total

This report will be sorted by agency code and state totals, depending on selection criteria of the report.

- If the state total is selected, this part of the sort order does not apply.
- If all is selected, the report will be sorted by agency code.

14.2.1.3.2 Void Reason

This report will be sorted by the void reason code within service site/agency/state.

14.2.1.4 Control Breaks

14.2.1.4.1 Agency

A page break will occur on change in agency. Totals for the agency will be printed.

14.2.1.5 Grand Total

State totals will be printed when the state or all option is selected.

14.2.1.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

14.3 Generate List of Items Paid without Issuance Report Dialog

When this report is selected, the system will display the Generate List of Items Paid without Issuance Report dialog to select criteria for printing the List of Items Paid without Issuance.

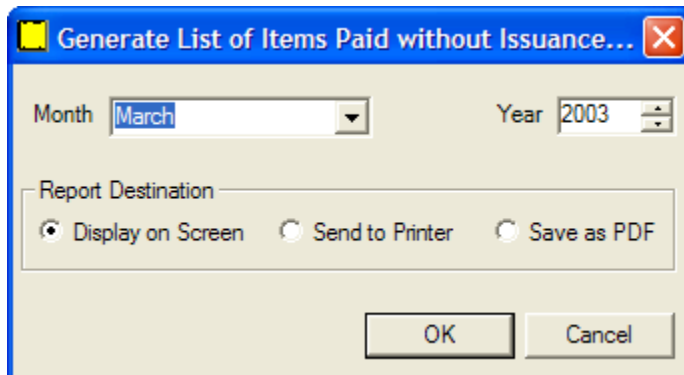


Figure 2 – Generate List of Items Paid without Issuance Report Dialog

14.3.1 Controls

14.3.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate List of Items Paid without Issuance Report dialog is active. It will be filled with a list of months from the ReferenceDictionary entity, displayed in calendar month order within the list. It will default to the current month of the Process_Control entity.

14.3.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate List of Items Paid without Issuance Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current year of the Process_Control entity. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

14.3.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate List of Items Paid without Issuance Report dialog is active. It will default to Display on Screen.

14.3.1.4 OK Button

This control allows the user to print the report. The control will be enabled when the Generate List of Items Paid without Issuance Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

14.3.1.5 Cancel Button

This control allows the user to exit the Generate List of Items Paid without Issuance Report dialog. The control will be enabled when the Generate List of Items Paid without Issuance Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

14.3.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate List of Items Paid without Issuance Report dialog.

14.3.2.1 Initializing the Interface

Upon the initial display of the dialog:

- The title bar text will be set to “Generate List of Items Paid without Issuance Report”
- The Month will default to the current month of the Process_Control table.
- The Display on Screen radio button is initially selected.

14.3.2.2 Edits

Upon selection of the OK button:

- If no selection has been made in the following control
 - Month Dropdown
 - Year Masked Edit Box and Spin Controlthe system will display a standard error message with the text “A selection is required in the <control label>.”
- If the Year selected is greater than the current system year, the system will display a standard error message with the text “The Year must be less than or equal to the current year.”
- If the Send to Printer radio button is selected and a printer has not been selected for the workstation, the system will display a standard error message box with the text “No printer has been specified for this workstation.”
- If the Send to Printer radio button is selected and a printer has been selected for the workstation, the system will send the output to the selected printer. The Generate List of Items Paid without Issuance Report dialog is dismissed and returns the user to the Generate Reports dialog.

- If the Display on Screen radio button is selected the system will dismiss the Generate List of Items Paid without Issuance Report dialog and invoke the standard print preview window to allow the user to view the report output.
- If the Save as PDF radio button is selected the system will dismiss the Generate List of Items Paid without Issuance Report dialog and invoke a standard windows save as dialog to allow the user to select the destination of the PDF file output.

Upon selection of the Cancel button:

- The system will dismiss the Generate List of Items Paid without Issuance Report dialog and return the user to the Generate Reports dialog

14.4 List of Items Paid without Issuance (Output) FDI002

The user may generate the List of Items Paid without Issuance report from the Generate List of Items Paid without Issuance Report dialog. This report will also be generated as part of the month-end process and is available at the state level only.

The List of Items Paid without Issuance is a listing of food instruments paid without a record of issuance within system.

FDI002	<STATE NAME DEPARTMENT OF HEALTH> <PROGRAM NAME> LIST OF ITEMS PAID WITHOUT ISSUANCE MONTH OF <MARCH 2003>		RUN DATE: XX/XX/XXXX RUN TIME: XX:XX:XX PAGE: XXX
CHECK NUMBER	PAID AMOUNT	PAID DATE	
XXXXXXXX	XXX.XX	XX/XX/XXXX	
XXXXXXXX	XXX.XX	XX/XX/XXXX	
XXXXXXXX	XXX.XX	XX/XX/XXXX	
XXXXXXXX	XXX.XX	XX/XX/XXXX	
XXXXXXXX	XXX.XX	XX/XX/XXXX	
XXXXXXXX	XXX.XX	XX/XX/XXXX	
TOTAL	X,XXX	X,XXX.XX	
*** END OF LISTING ***			

14.4.1.1 Data Elements

14.4.1.1.1 Month of

14.4.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the Current_Month_End_Dt attribute of the Process_Control entity.

14.4.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

14.4.1.1.1.3 Format

This is a three-character value.

14.4.1.1.2 Check Number

14.4.1.1.2.1 Origin of Data Element

The code value comes from the Serial_No attribute of the Food_Instrument entity.

14.4.1.1.2.2 Format

This is an eight-character value.

14.4.1.1.3 Paid Amount

14.4.1.1.3.1 Origin of Data Element

The code value comes from the Paid_Amt attribute of the Food_Instrument entity.

14.4.1.1.3.2 Format

This is a five-digit value plus two decimal places.

14.4.1.1.4 Paid Date

14.4.1.1.4.1 Origin of Data Element

The code value comes from the Paid_Date attribute of the Food_Instrument entity.

14.4.1.1.4.2 Format

This is an eight-digit date formatted MM/DD/CCYY.

14.4.1.2 Filter Criteria

14.4.1.2.1 Base of Data

All food instruments with a paid within the reported month that do not have associated issuance information are included in the report. Food instruments must meet the following selection criteria.

- Paid_Date attribute of the Food_Instrument entity is within the reported month
- Paid_Amount attribute of the Food_Instrument entity is greater than zero
- Participation_Date attribute of the Food_Instrument_Set entity is null
- Program_Code attribute of the Food_Instrument entity equals the WIC value

14.4.1.3 Sort Order

14.4.1.3.1 Check Number

This report will be sorted by the check number.

14.4.1.4 Control Breaks

14.4.1.5 Grand Total

State total count and sum of paid amount will be printed on the last page.

14.4.1.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

14.5 Generate Food Instrument Type Reference by Type Report Dialog

When this report is selected, the system will display the Generate Food Instrument Type Reference by Type Report dialog to select criteria for printing the Food Instrument Type Reference by Type.

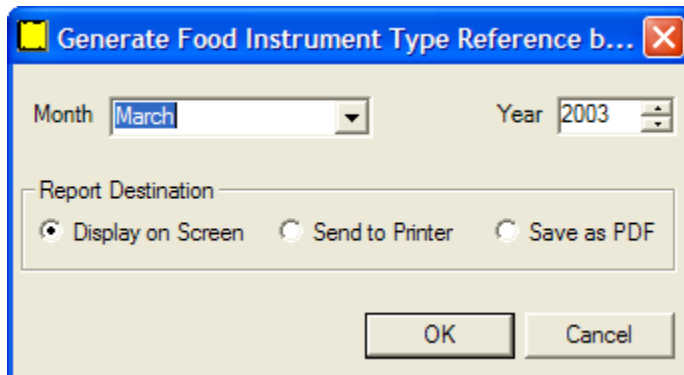


Figure 3 – Generate Food Instrument Type Reference by Type Report Dialog

14.5.1 Controls

14.5.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate Food Instrument Type Reference by Type Report dialog is active. It will be filled with a list of months from the ReferenceDictionary entity, displayed in calendar month order within the list. It will default to the current month of the Process_Control entity.

14.5.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Food Instrument Type Reference by Type Report dialog is enabled. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current year of the Process_Control entity. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

14.5.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate Food Instrument Type Reference by Type Report dialog is active. It will default to Display on Screen.

14.5.1.4 OK Button

This control allows the user to print the report. The control will be enabled when the Generate Food Instrument Type Reference by Type Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

14.5.1.5 Cancel Button

This control allows the user to exit the Generate Food Instrument Type Reference Report dialog. The control will be enabled when the Generate Food Instrument Type Reference by Type Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

14.5.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Food Instrument Type Reference by Type dialog.

14.5.2.1 Initializing the Interface

Upon the initial display of the dialog:

- The title bar text will be set to “Generate Food Instrument Type Reference by Type Report”
- The Month will default to the current month of the Process_Control table.
- The Display on Screen radio button is initially selected.

14.5.2.2 Edits

Upon selection of the OK button:

- If no selection has been made in the following control
 - Month Dropdown
 - Year Masked Edit Box and Spin Controlthe system will display a standard error message with the text “A selection is required in the <control label>.”
- If the Year selected is greater than the current system year, the system will display a standard error message with the text “The Year must be less than or equal to the current year.”
- If the Send to Printer radio button is selected and a printer has not been selected for the workstation, the system will display a standard error message box with the text “No printer has been specified for this workstation.”
- If the Send to Printer radio button is selected and a printer has been selected for the workstation, the system will send the output to the selected printer. The Generate Food Instrument Type Reference by Type Report dialog is dismissed and returns the user to the Generate Reports dialog.

- If the Display on Screen radio button is selected the system will dismiss the Generate Food Instrument Type Reference by Type Report dialog and invoke the standard print preview window to allow the user to view the report output.
- If the Save as PDF radio button is selected the system will dismiss the Generate Food Instrument Type Reference by Type Report dialog and invoke a standard windows save as dialog to allow the user to select the destination of the PDF file output.

Upon selection of the Cancel button:

- The system will dismiss the Generate Food Instrument Type Reference by Type Report dialog and return the user to the Generate Reports dialog.

14.6 Food Instrument Type Reference by Type (Output) FDI003

The user may generate the Food Instrument Type Reference by Type report from the Generate Food Instrument Type Reference by Type Report dialog. This report will also be generated as part of the month-end process.

A food instrument type value will be assigned to each food instrument when the food instrument is written to the consolidated food instrument master entity. The food instrument type represents a unique combination of food items and their associated quantities on the food instrument. The Food Instrument Type Reference by Type will list each food instrument type, in sequence by food instrument type, along with the food item ID and quantities for each food printed on the food instrument. All food instrument types are listed, even those that were not issued for the reported month.

FDI003										
<STATE NAME DEPARTMENT OF HEALTH>										
FOOD INSTRUMENT TYPE REFERENCE BY TYPE										
MONTH OF <JUNE 2003>										
RUN DATE: XX/XX/XXXX										
RUN TIME: XX:XX:XX										
PAGE: XXXX										
FI	QTY	DESCRIPTION								
TYPE	ISSUED									
XXXXX	XXX,XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX
XXXXX	XXX,XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX	XXXXXXXXXX XXX
*** END OF LISTING ***										

14.6.1.1 Data Elements

14.6.1.1.1 Food Instrument Type

14.6.1.1.1.1 Origin of Data Element

This value comes from the Food-Instrument-Type attribute of the Food-Instrument-Type entity.

14.6.1.1.1.2 Format

This is a five-character value.

14.6.1.1.2 Food Instrument Count

14.6.1.1.2.1 Origin of Data Element

This value is the total number of food instruments issued for the reported month for the food instrument type.

14.6.1.1.2.2 Format

This is a six-digit number.

14.6.1.1.3 Distribution Item

14.6.1.1.3.1 Origin of Data Element

These values come from the Distribution-Item-ID attribute of the Food-Instrument-Type-Items entity.

14.6.1.1.3.2 Format

This is a ten-character value.

14.6.1.1.4 Distribution Quantity

14.6.1.1.4.1 Origin of Data Element

These values come from the Quantity attribute of the Food-Instrument-Type-Items entity.

14.6.1.1.4.2 Format

This is a three-digit number.

14.6.1.2 Filter Criteria

14.6.1.2.1 Base of Data

All food instrument types in the food instrument type entity will be listed.

14.6.1.3 Sort Order

14.6.1.3.1 Food Instrument Type

This report will be sorted ascending by the FI-Type.

14.6.1.4 Control Breaks

Control totals have not been defined for this report.

14.6.1.5 Grand Total

Grand totals have not been defined for this report.

14.6.1.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

14.7 Generate Food Instrument Type Reference by Quantity Report Dialog

When this report is selected, the system will display the Generate Food Instrument Type Reference by Quantity Report dialog to select criteria for printing the Food Instrument Type Reference by Quantity.

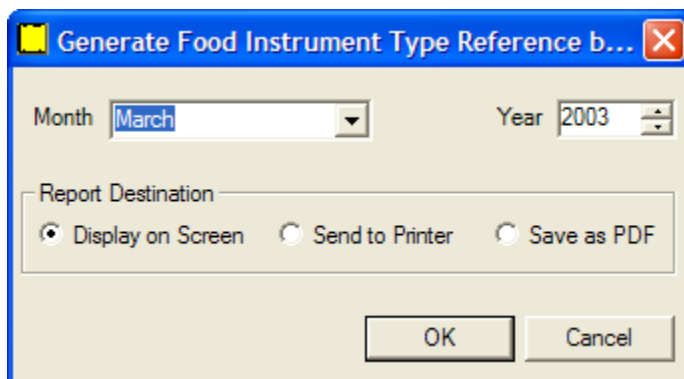


Figure 4 – Generate Food Instrument Type Reference by Quantity Report Dialog

14.7.1 Controls

14.7.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate Food Instrument Type Reference by Quantity Report dialog is active. It will be filled with a list of months from the ReferenceDictionary entity, displayed in calendar month order within the list. It will default to the current month of the Process_Control entity.

14.7.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Food Instrument Type Reference by Quantity Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current year of the Process_Control entity. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

14.7.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate Food Instrument Type Reference by Quantity Report dialog is active. It will default to Display on Screen.

14.7.1.4 OK Button

This control allows the user to print the report. The control will be enabled when the Generate Food Instrument Type Reference by Quantity Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

14.7.1.5 Cancel Button

This control allows the user to exit the Generate Food Instrument Type Reference by Quantity Report dialog. The control will be enabled when the Generate Food Instrument Type Reference by Quantity Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

14.7.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Food Instrument Type Reference by Quantity dialog.

14.7.2.1 Initializing the Interface

Upon the initial display of the dialog:

- The title bar text will be set to “Generate Food Instrument Type Reference by Quantity Report”
- The Month will default to the current month of the Process_Control table.
- The Display on Screen radio button is initially selected.

14.7.2.2 Edits

Upon selection of the OK button:

- If no selection has been made in the following control
 - Month Dropdown
 - Year Masked Edit Box and Spin Controlthe system will display a standard error message with the text “A selection is required in the <control label>.”
- If the Year selected is greater than the current system year, the system will display a standard error message with the text “The Year must be less than or equal to the current year.”
- If the Send to Printer radio button is selected and a printer has not been selected for the workstation, the system will display a standard error message box with the text “No printer has been specified for this workstation.”

- If the Send to Printer radio button is selected and a printer has been selected for the workstation, the system will send the output to the selected printer. The Generate Food Instrument Type Reference by Quantity Report dialog is dismissed and returns the user to the Generate Reports dialog.
- If the Display on Screen radio button is selected the system will dismiss the Generate Food Instrument Type Reference by Quantity Report dialog and invoke the standard print preview window to allow the user to view the report output.
- If the Save as PDF radio button is selected the system will dismiss the Generate Food Instrument Type Reference by Quantity Report dialog and invoke a standard windows save as dialog to allow the user to select the destination of the PDF file output.

Upon selection of the Cancel button:

- The system will dismiss the Generate Food Instrument Type Reference by Quantity Report dialog and return the user to the Generate Reports dialog.

14.8 Food Instrument Type Reference by Quantity (Output) FDI004

The user may generate the Food Instrument Type Reference report from the Generate Food Instrument Type Reference by Quantity Report dialog. This report will also be generated as part of the month-end process.

A food instrument type value will be assigned to each food instrument when the food instrument is written to the consolidated food instrument master entity. The food instrument type represents a unique combination of food items and their associated quantities on the food instrument. The Food Instrument Type Reference by Quantity will list each food instrument type, in sequence by frequency of use, along with the food item ID and quantities for each food printed on the food instrument. All food instrument types are listed, even those that were not issued for the reported month.

FDI004

<STATE NAME DEPARTMENT OF HEALTH>
FOOD INSTRUMENT TYPE REFERENCE BY QUANTITY
MONTH OF <JUNE 2003>

RUN DATE: XX/XX/XXXX
RUN TIME: XX:XX:XX
PAGE: XXXX

FI TYPE	QTY ISSUED	DESCRIPTION
XXXXX	XXX,XXX	XXXXXXXXXX XXX XXXXXXXXXXXX XXX XXXXXXXXXXXX XXX XXXXXXXXXXXX XXX XXXXXXXXXXXX XXX XXXXXXXXXXXX XXX
XXXXX	XXX,XXX	XXXXXXXXXX XXX XXXXXXXXXXXX XXX XXXXXXXXXXXX XXX XXXXXXXXXXXX XXX XXXXXXXXXXXX XXX XXXXXXXXXXXX XXX
*** END OF LISTING ***		

14.8.1.1 Data Elements

14.8.1.1.1 Food Instrument Type

14.8.1.1.1.1 Origin of Data Element

This value comes from the Food-Instrument-Type attribute of the Food-Instrument-Type entity.

14.8.1.1.1.2 Format

This is a five-character value.

14.8.1.1.2 Food Instrument Count

14.8.1.1.2.1 Origin of Data Element

This value is the total number of food instruments issued for the reported month for the food instrument type.

14.8.1.1.2.2 Format

This is a six-digit number.

14.8.1.1.3 Distribution Item

14.8.1.1.3.1 Origin of Data Element

These values come from the Distribution-Item-ID attribute of the Food-Instrument-Type-Items entity.

14.8.1.1.3.2 Format

This is a ten-character value.

14.8.1.1.4 Distribution Quantity

14.8.1.1.4.1 Origin of Data Element

These values come from the Quantity attribute of the Food-Instrument-Type-Items entity.

14.8.1.1.4.2 Format

This is a three-digit number.

14.8.1.2 Filter Criteria

14.8.1.2.1 Base of Data

All food instrument types in the food instrument type entity will be listed.

14.8.1.3 Sort Order

14.8.1.3.1 Food Instrument Count

This report will be sorted first by FI-Count in descending sequence.

14.8.1.3.2 Food Instrument Type

This report will be sorted ascending by the FI-Type within FI-Count.

14.8.1.4 Control Breaks

Control totals have not been defined for this report.

14.8.1.5 Grand Total

Grand totals have not been defined for this report.

14.8.1.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

14.9 Generate Voided/Stolen/Lost and Cashed Exceptions Report Dialog

When this report is selected, the system will display the Generate Voided/Stolen/Lost and Cashed Exceptions Report dialog to select criteria for printing the Voided/Stolen/Lost and Cashed Exceptions.

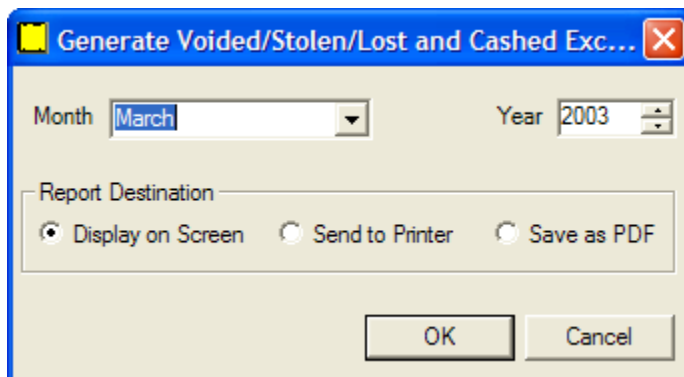


Figure 5 – Generate Voided/Stolen/Lost and Cashed Exceptions Report Dialog

14.9.1 Controls

14.9.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate Voided/Stolen/Lost and Cashed Exceptions Report dialog is active. It will be filled with a list of months from the ReferenceDictionary entity, displayed in calendar month order within the list. It will default to the current month of the Process_Control entity.

14.9.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Voided/Stolen/Lost and Cashed Exceptions Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current year of the Process_Control entity. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

14.9.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate Voided/Stolen/Lost and Cashed Exceptions Report dialog is active. It will default to Display on Screen.

14.9.1.4 OK Button

This control allows the user to print the report. The control will be enabled when the Generate Voided/Stolen/Lost and Cashed Exceptions Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

14.9.1.5 Cancel Button

This control allows the user to exit the Generate Voided/Stolen/Lost and Cashed Exceptions Report dialog. The control will be enabled when the Generate Voided/Stolen/Lost and Cashed Exceptions Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

14.9.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Voided/Stolen/Lost and Cashed Exceptions dialog.

14.9.2.1 Initializing the Interface

Upon the initial display of the dialog:

- The title bar text will be set to “Generate Voided Stolen/Lost and Cashed Exceptions Report”
- The Month will default to the current month of the Process_Control table.
- The Display on Screen radio button is initially selected.

14.9.2.2 Edits

Upon selection of the OK button:

- If no selection has been made in the following control
 - Month Combo Box
 - Year Masked Edit Box and Spin Controlthe system will display a standard error message with the text “A selection is required in the <control label>.”
- If the Year selected is greater than the current system year, the system will display a standard error message with the text “The Year must be less than or equal to the current year.”
- If the Send to Printer radio button is selected and a printer has not been selected for the workstation, the system will display a standard error message box with the text “No printer has been specified for this workstation.”
- If the Send to Printer radio button is selected and a printer has been selected for the workstation, the system will send the output to the selected printer. The Generate Voided Stolen/Lost and Cashed Exceptions Report dialog is dismissed and returns the user to the Generate Reports dialog.

- If the Display on Screen radio button is selected the system will dismiss the Generate Voided Stolen/Lost and Cashed Exceptions Report dialog and invoke the standard print preview window to allow the user to view the report output.
- If the Save as PDF radio button is selected the system will dismiss the Generate Voided Stolen/Lost and Cashed Exceptions Report dialog and invoke a standard windows save as dialog to allow the user to select the destination of the PDF file output.

Upon selection of the Cancel button:

- The system will dismiss the Generate Voided Stolen/Lost and Cashed Exceptions Report dialog and return the user to the Generate Reports dialog.

14.10 Voided/Stolen/Lost and Cashed Exceptions (Output) FDI005

The user may generate the Voided/Stolen/Lost and Cashed Exceptions report from the Generate Voided/Stolen/Lost and Cashed Exceptions Report dialog. This report will also be generated as part of the month-end process.

The Voided/Stolen/Lost and Cashed Exceptions is a listing of food instruments that were voided or stolen/lost and also cashed.

FDI005

<STATE NAME DEPARTMENT OF HEALTH>
VOIDED/STOLEN/LOST AND CASHED EXCEPTIONS
MONTH OF <MARCH 2003>

RUN DATE: XX/XX/XXXX
RUN TIME: XX:XX:XX
PAGE: XXX

<AGENCY OR STATE TOTAL>

I. VOIDED AND CASHED

SERVICE SITE	FI NUMBER	VOID REASON	WIC ID	FI TYPE	PAID AMOUNT	PAID DATE	VOID DATE	STAFF ID	COMMENTS
XXX	XXXXXXXX	X	XXXXXXXX	XXXXX	XX,XXX.XX	XX/XX/XXXX	XX/XX/XXXX	XXXXXXXXXX	
XXX	XXXXXXXX	X	XXXXXXXX	XXXXX	XX,XXX.XX	XX/XX/XXXX	XX/XX/XXXX	XXXXXXXXXX	
XXX	XXXXXXXX	X	XXXXXXXX	XXXXX	XX,XXX.XX	XX/XX/XXXX	XX/XX/XXXX	XXXXXXXXXX	
XXX	XXXXXXXX	X	XXXXXXXX	XXXXX	XX,XXX.XX	XX/XX/XXXX	XX/XX/XXXX	XXXXXXXXXX	
XXX	XXXXXXXX	X	XXXXXXXX	XXXXX	XX,XXX.XX	XX/XX/XXXX	XX/XX/XXXX	XXXXXXXXXX	
XXX	XXXXXXXX	X	XXXXXXXX	XXXXX	XX,XXX.XX	XX/XX/XXXX	XX/XX/XXXX	XXXXXXXXXX	

TOTAL NUMBER OF FOOD INSTRUMENTS VOIDED AND CASHED: XXX,XXX

VOID REASON/DESCRIPTION

X XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
X XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
X XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
X XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
X XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
X XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
X XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
X XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
X XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

*** END OF LISTING ***

FDI005

<STATE NAME DEPARTMENT OF HEALTH>
VOIDED/STOLEN/LOST AND CASHED EXCEPTIONS
MONTH OF <MARCH 2003>

RUN DATE: XX/XX/XXXX
RUN TIME: XX:XX:XX
PAGE: XXX

<AGENCY OR STATE TOTAL>

II. STOLEN/LOST AND CASHED

SERVICE SITE	FI NUMBER	WIC ID	FI TYPE	PAID AMOUNT	PAID DATE	STOLEN/LOST DATE	STAFF ID	COMMENTS
XXX	XXXXXXXX	XXXXXXXX	XXXXX	XX,XXX.XX	XX/XX/XXXX	XX/XX/XXXX	XXXXXXXXXX	
XXX	XXXXXXXX	XXXXXXXX	XXXXX	XX,XXX.XX	XX/XX/XXXX	XX/XX/XXXX	XXXXXXXXXX	
XXX	XXXXXXXX	XXXXXXXX	XXXXX	XX,XXX.XX	XX/XX/XXXX	XX/XX/XXXX	XXXXXXXXXX	
XXX	XXXXXXXX	XXXXXXXX	XXXXX	XX,XXX.XX	XX/XX/XXXX	XX/XX/XXXX	XXXXXXXXXX	
XXX	XXXXXXXX	XXXXXXXX	XXXXX	XX,XXX.XX	XX/XX/XXXX	XX/XX/XXXX	XXXXXXXXXX	
XXX	XXXXXXXX	XXXXXXXX	XXXXX	XX,XXX.XX	XX/XX/XXXX	XX/XX/XXXX	XXXXXXXXXX	

TOTAL NUMBER OF FOOD INSTRUMENTS STOLEN/LOST AND CASHED: XXX,XXX

*** END OF LISTING ***

14.10.1.1 Data Elements

14.10.1.1.1 Month of

14.10.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the Current_Month_End_Dt attribute of the Process_Control entity.

14.10.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

14.10.1.1.2 Agency / State Total

14.10.1.1.2.1 Origin of Data Element

When reporting agency data, the agency code and description will be printed. When reporting state data, the text description of "State Total" will be printed.

14.10.1.1.2.2 Format

This is a fifty-character text attribute. The format is determined by the information being reported.

14.10.1.1.3 Service Site

14.10.1.1.3.1 Origin of Data Element

This value comes from the Service_Site_ID attribute of the Food_Instrument_Set entity.

14.10.1.1.3.2 Format

This is a three-character value.

14.10.1.1.4 FI Number

14.10.1.1.4.1 Origin of Data Element

This value comes from the Serial_No attribute of the Food_Instrument entity.

14.10.1.1.4.2 Format

This is an eight-character value.

14.10.1.1.5 Void Reason

14.10.1.1.5.1 Origin of Data Element

This value comes from the Void_Reason attribute of the Food_Instrument entity.

14.10.1.1.5.2 Format

This is a one-character value.

14.10.1.1.6 WIC ID

14.10.1.1.6.1 Origin of Data Element

This value comes from the State_WICID attribute of the Food_Instrument entity.

14.10.1.1.6.2 Format

This is an eight-character value.

14.10.1.1.7 FI Type

14.10.1.1.7.1 Origin of Data Element

This value comes from the Food_Instrument_Type attribute of the Food_Instrument entity.

14.10.1.1.7.2 Format

This is a five-character value.

14.10.1.1.8 Paid Amount

14.10.1.1.8.1 Origin of Data Element

This value comes from the Paid_Amount attribute of the Food_Instrument entity.

14.10.1.1.8.2 Format

This is a five-digit value plus two decimal places.

14.10.1.1.9 Paid Date

14.10.1.1.9.1 Origin of Data Element

This value comes from the Paid_Date attribute of the Food_Instrument entity.

14.10.1.1.9.2 Format

This is an eight-digit date formatted MM/DD/CCYY.

14.10.1.1.10 Void Date

14.10.1.1.10.1 Origin of Data Element

This value comes from the Void_Date attribute of the Food_Instrument entity.

14.10.1.1.10.2 Format

This is an eight-digit date formatted MM/DD/CCYY.

14.10.1.1.11 Stolen/Lost Date

14.10.1.1.11.1 Origin of Data Element

This value comes from the Reported_Stolen_Date attribute of the Food_Instrument entity.

14.10.1.1.11.2 Format

This is an eight-digit date formatted MM/DD/CCYY.

14.10.1.1.12 Staff ID

14.10.1.1.12.1 Origin of Data Element

This value comes from the Staff_Void_Stolen attribute of the Food_Instrument entity.

14.10.1.1.12.2 Format

This is a ten-character value.

14.10.1.1.13 Comments

14.10.1.1.13.1 Origin of Data Element

This is a space holder on the report for the entry of notes. This value is not stored in the system.

14.10.1.1.13.2 Format

This is a free-form text area that is not stored in the system.

14.10.1.1.14 Dollar Value of Food Instruments Voided and Cashed

14.10.1.1.14.1 Origin of Data Element

This value is the sum the paid amounts of WIC food instruments from the Food_Instrument entity that have been both voided and cashed within the reported month.

14.10.1.1.14.2 Format

This value is a six-digit number.

14.10.1.1.15 Number of Food Instruments Voided and Cashed

14.10.1.1.15.1 Origin of Data Element

This value is the count of WIC food instruments from the Food_Instrument entity that have been both voided and cashed within the reported month.

14.10.1.1.15.2 Format

This value is a six-digit number.

14.10.1.1.16 Dollar value of Food Instruments Stolen/Lost and Cashed

14.10.1.1.16.1 Origin of Data Element

This value is the sum of the paid amounts of WIC food instruments from the Food_Instrument entity that have been both recorded as stolen/lost and cashed within the reported month.

14.10.1.1.16.2 Format

This value is a six-digit number.

14.10.1.1.17 Number of Food Instruments Stolen/Lost and Cashed

14.10.1.1.17.1 Origin of Data Element

This value is the count of WIC food instruments from the Food_Instrument entity that have been both recorded as stolen/lost and cashed within the reported month.

14.10.1.1.17.2 Format

This value is a six-digit number.

14.10.1.1.18 Void Reason/Description

14.10.1.1.18.1 Origin of Data Element

This is a list of all void reasons and their descriptions. The values come from the External_Id attribute and Description attribute of the value ReferenceDictionary entity.

14.10.1.1.18.2 Format

The reason is a one-character value. The description is a thirty-character value.

14.10.1.2 Filter Criteria

14.10.1.2.1 Base of Data

All WIC food instruments that are both paid and recorded as either voided or stolen/lost are included in this report. Food instruments must meet one of the following selection criteria.

- Voided and Cashed
 - Paid_Date attribute of the Food_Instrument entity is within the reported month and Voided_Date attribute of the Food_Instrument entity is either less than or within the reported month
 - Voided_Date attribute of the Food_Instrument entity is within the reported month and Paid_Date attribute of the Food_Instrument entity is either less than or within the reported month
 - Program_Code attribute of the Food_Instrument entity equals the WIC value (0)
- Stolen/Lost and Cashed
 - Paid_Date attribute of the Food_Instrument entity is within the reported month and Reported_Stolen_Date attribute of the Food_Instrument entity is either less than or within the reported month
 - Reported_Stolen_Date attribute of the Food_Instrument entity is within the reported month and Paid_Date attribute of the Food_Instrument entity is either less than or within the reported month
 - Program_Code attribute of the Food_Instrument entity equals the WIC value

14.10.1.3 Sort Order

14.10.1.3.1 Agency

This report will be sorted first by the agency id.

14.10.1.3.2 Service Site

This report will be sorted by the serviced site id within agency.

14.10.1.3.3 FI Number

This report will be sorted by the FI number within service site.

14.10.1.4 Control Breaks

14.10.1.4.1 Agency

A page break will occur on change in agency. Totals for the agency will be printed.

14.10.1.5 Grand Total

State totals summary lines for voided/cashed and stolen/lost/cashed food instruments will be printed.

14.10.1.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.